



**Public Works / Parks Safety Committee
January 22, 2013
Minutes**

Meeting called to order at 9:05 AM.

Present: Tim Jacobson, Jeff Nieland, Ken Popelka, Vince Maas, Sue Nett, Adam Alix, Corey Gordon, Todd Drew, Pam Captain, Kevin Schmahl
Absent: Brian Tungate, Jim Julius

Approval of minutes from November 27, 2012 motion by C. Gordon
second by M. Ratdke - Motion carried.

B. Old Business

1. **MSDS Sheets electronic program / book availability** – Drew reported that IT is working on a data base for MSDS sheets. Computer access will be available to both DPW and Parks Departments.
2. **Leaf Truck – Update** – both leaf collection units were retro fit by vehicle maintenance to be in compliance with DOT/State Patrol requirements. Vertical chute was made detachable for transit removing restricted vision issue.
3. **Public Works Walk Thru** – Progress on remaining items, majority of items have been completed including:
 - New handrails were installed in cold storage area mezzanine stairs
 - Automatic restart prevention installed in Parks shop area

C. New Business

1. **Monthly Safety Topic** – “Research before you REMODEL” – which covered requirements to identify asbestos containing materials prior to renovation or materials demolition. Sheet was distributed and discussed.
2. **Injury Review.** – No injuries reported
3. **Maintenance vehicle compressed gas transport** – question was raised by vehicle maintenance regarding the necessity to placard the vehicle as it has oxygen and acetylene cylinders permanently mounted onboard. T. Drew researched issue with

CVMIC and DOT/State Patrol and found that quantities less than 440 pounds total or any single containers weighting less than 220 lbs do not require placarding of the vehicle. Flammable gas cylinders on this vehicle are far less than the trigger quantity to require placards for flammables. A fire extinguisher is also permanently mounted on board and will have a sign identifying where it is stored.

4. **Other new items for discussion** – Question related to employees having to work in close proximity to other employees who were clearly sick. It is recommended that sick employees stay home especially during flu season, and approaching the employee regarding being ill is at the discretion of the supervisor.
R. Lossylong inquired about the door on the west end of the vehicle garage near the park shop being very difficult to open. Reason for the difficulty is largely due to a vacuum created by the ventilation system seeking make up air. A. Alix will check the door to also ensure it is properly functioning. Issue of vacuum with all doors closed is not correctible without additional make up air supply for the ventilation system.

D. Training

1. **Hearing screening training.** – completed
2. **Safety Manual Training** – all have completed training
3. **Other new training items or suggestions** – Inquiry was made to look into conducting a rigging training which would cover proper hoisting, rigging, strap inspection and proper tie downs. T. Drew will find training providers and schedule training for late March or early April.

E. Motion to adjourn at 10:05 AM made by M. Radtke and seconded by P. Captain - Motion carried.